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25 May 1967

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Weekly Report of the Office of Training
25 May 1967

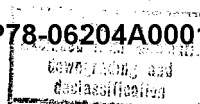
1. Harvard Management Courses

While recently attending the American Society for Training and Development Conference in Boston, [REDACTED] visited with Dean VanGorder at Harvard and discussed the Agency's participation in their Advanced Management Program and their Program for Management Development. VanGorder stressed the increasing popularity of these courses and indicated future difficulty with regard to the number of spaces that would be allocated to the Agency. [REDACTED] expressed the high value placed on these courses by the Agency, the quality of our selection process, and that final approval was at the DDCI level. VanGorder was impressed enough to say that he would make every effort to ensure a space for us in each course running. He added that they are trying to upgrade the courses and suggested that our candidates be GS-16 and higher for the Advanced Management Program and GS-13 to GS-15 for the Program for Management Development.

2. CS Desk Orientation Course for CTs

In connection with preparation for the forthcoming Clandestine Services

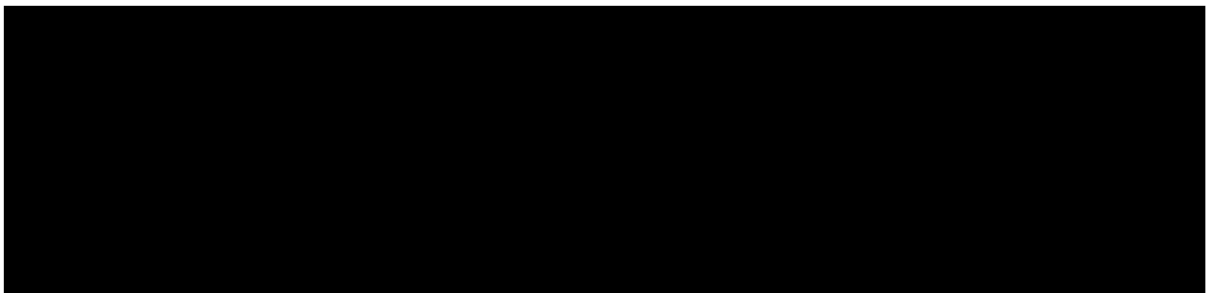
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Desk Orientation Course for CTs, [REDACTED], Course Coordinator, reviewed a considerable number of reports submitted by graduates of previous course runnings as well as reports from their supervisors. This has proven a highly interesting exercise in "feedback." Not only has it revealed the seriousness with which the CT and his supervisor regard training but it has also proven a useful device for ensuring that the training is responsive to needs.



cause of construction delays. Rental has gone up -- now \$4.70 per square foot.

4. Intelligence Review Course By-product

At the suggestion of an Office of Personnel officer who recently completed the Intelligence Review Course, [REDACTED] has requested --

and has received -- 25 copies of "The Economics of National Security,"

a book written by [REDACTED]. The books will be distributed to the professional recruiters for use in the field.

5. Executive Orientation in PPB

Of the four employees nominated for the next Executive Orientation in Planning, Programming, and Budgeting -- 31 May-2 June -- only one

was accepted by the Civil Service Commission, [REDACTED] OC. The

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other three [REDACTED]

OSP) will be deferred to the next running, scheduled for September.

6. Career Trainee Declinations

This is the job-decision period of the year for applicants. Employment declinations from CT applicants are running higher this year than last. In relation to the total number of cases in process, this increase is not alarmingly high but it is significant and will be watched carefully.

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7. Fair Employment Practices

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On 16 May, [REDACTED] had an unannounced visit by two representatives of the AFL/CIO [REDACTED]. The purpose of the visit was to question our employment and promotion practices to verify that there is no discrimination against minority groups. The Security Officer and Personnel Officer reviewed our procedures with the visitors and stressed the fact that this installation is extremely conscientious in carrying out government mandates and policies with respect to discrimination.

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The visitors appeared to be satisfied. The visit was reported [REDACTED]

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8. Non-Agency Briefings

During this reporting period the following non-Agency briefings were given: a) 70 students in State Department Orientation on "Communist Movement Today"; b) 60 members of the NIS on "Communist Tactics in the Third World"; c) 14 businessmen attending the Business Council for International Understanding at American University on "Communist Theory

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munity; f) Six 4H Fellows in Headquarters Building on the role of National Intelligence, the USIB, and the overall responsibilities of the Agency (requested by Senator Williams of New Jersey); g) 30 State Department Junior Officers attending the Foreign Affairs Management Seminar at FSI on the Agency's responsibilities and inter-agency coordination at the headquarters level; h) eight AID officers being prepared for assignment to Vietnam on the missions and functions of the Agency.

/s/
John Richardson

John Richardson
Director of Training

OTR Attendance -- Att.

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